



# Commonwealth Utilities Corporation



## Job Vacancy Announcement

JVA No. 19-029-Rev

Opening Date: Thursday, March 7, 2019

Closing Date: Until filled

### **SUPERVISOR, WASTEWATER TREATMENT PLANT OPERATIONS (SAIPAN) (“OS”)**

**DUTIES:** The Commonwealth Utilities Corporation (“CUC”) is a government utility providing power, water, and wastewater services in the Northern Mariana Islands (NMI), a U.S. commonwealth in the western Pacific. The incumbent of this position is under the direct supervision of the Drinking Water and Wastewater Division Manager or “DM” (also known as the Division Manager for Water and Wastewater) who will report directly to the Deputy Executive Director or “DED” (also known as the Deputy Director for Water and Wastewater). This position is sometimes referred to with a slightly different word combination; but the key term is “OS”. The OS will oversee the WWTP operations on all the islands of Saipan, Tinian and Rota or as applicable. This position is as required by paragraph 11 of Stipulated Order Number One of the United States of America vs. the Commonwealth Utilities Corporation and the Commonwealth of the Northern Mariana Islands.

Additional duties and responsibilities are as directed and required. SUBJECT TO PRE-EMPLOYMENT DRUG SCREENING.

**LOCATION:** Wastewater Division, SAIPAN, Northern Mariana Islands, USA

**SALARY:** \$56,439.00 to 77,479.00 per annum, Exempt (Commensurate with Qualification and Experience)

**POSITION:** One (1).

**CONTRACT:** Two (2) years; subject to renewal.

#### **RELOCATION EXPENSES:**

If hired from outside the CNMI, relocation expenses are negotiable; but they are not to exceed \$5,000.00 for moving to Saipan and not to exceed \$5,000.00 for moving away from Saipan. Receipts will be required for justification. Other conditions may be applicable.

#### **MINIMUM QUALIFICATIONS:**

**Licensing Requirement:** A current Grade III (Level 3) Wastewater Treatment Plant Operator’s Certificate and a Grade III (Level 3) Wastewater Collection Operator’s Certificate from the U.S. Environmental Protection Agency or from an authorized alternative (such as from the NMI Department of Environmental Quality (DEQ)).

**Education:** Completion of two (2) years of college, with major courses in sciences, math, or other appropriate fields.

**Experience:** Three (3) years of experience as a supervisor in a wastewater treatment plant utilizing activated sludge secondary treatment processes.

**Skills:** Demonstrate proven supervisory and communication skills.

**Knowledge:** Thorough knowledge of the operating principles and maintenance requirements of an activated sludge wastewater treatment plant that operates at a capacity of at least one and a half (1-1/2) mgd, including primary and secondary treatment processes, oxygen production, and sludge digestion and dewatering.



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**SUBMISSION PROCESS:**

Please submit (1) a cover letter, (2) a resume, (3) a list of references, and (4) a CUC Employment Application by one of the following means:

1. United States Postal Service, First Class Mail or Priority Mail\*:

Human Resource Office  
Commonwealth Utilities Corporation  
P. O. Box 501220  
Saipan, MP 96950-1220 USA

\*If you choose to submit via USPS, please still also fax “or” email “or” drop off your package.

2. Fax: 670-235-5131
3. Email: [employment.applications@cucgov.org](mailto:employment.applications@cucgov.org)
4. Drop Off:

You may submit your CUC Employment Application and/or resume at the Human Resources office located on the 3rd Floor of the Joeten Dandan Building on Saipan. Applicants on the island of Tinian and Rota can drop it off at the Tinian and Rota Administration office. Application and resume can also be e-mailed to: [employment.applications@cucgov.org](mailto:employment.applications@cucgov.org)

**POLICIES:** The Commonwealth Utilities Corporation is an equal opportunity provider and employer and will not discriminate or tolerate discrimination against any employee or applicant in any manner prohibited by law.

It is also the policy of CUC to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment.

\*\*\*\*\*Nothing else follows\*\*\*\*\*